

VOTES 2026

2026 MUNICIPAL ELECTION
CANDIDATE INFORMATION GUIDE

The *2026 Municipal Election Candidate Information Guide* (the “Guide”) has been prepared by the Town of Bradford West Gwillimbury as a supplement to the [*Ministry of Municipal Affairs and Housing 2026 Candidates’ Guide for Ontario Municipal Council and School Board Elections*](#) published by the Province of Ontario. This Guide provides a brief overview of the roles and responsibilities of a municipal elected official, as well as information pertinent to candidates running for office in BWG.

The contents of this Guide are intended only as a guide and may not reference all applicable statutory references. Prospective candidates are responsible to satisfy all statutory requirements.

Town elections staff will be happy to assist you in answering any questions you may have concerning the 2026 Municipal Election (see page 21). For questions regarding running for school board trustee, please contact the office of the Director of Education of the appropriate school board (see page 22).

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1 Quick Facts

The following links are provided in the electronic version of this Guide:

- **Town of Bradford West Gwillimbury** <http://www.townofbwg.com/election>
 - links to forms, notices and resources for municipal elections
- **Ministry of Municipal Affairs** <http://www.ontario.ca/municipalelections>
 - links to prescribed forms and guides

2 General Information

The Municipal Election takes place on Monday, October 26, 2026. Elected officials will serve a term starting on November 15, 2026 to November 14, 2030.

Voting in the 2026 Municipal Election will take place by internet or telephone. Eligible electors can access the voting system any time during the voting period from October 16, 2026 at 10:00 a.m. to October 26, 2026 at 8:00 p.m. using a touchtone telephone or an internet-enabled device. Voters will be mailed a Voter Information Letter containing all the information they require to cast their electronic vote.

Voters who require any assistance with the voting process or who wish to revise or add their information to the Voters' List may visit a Voter Help Centres that will be established in the Zima Room of the Library and Cultural Centre and at the Town's Administrative Office.

Key Dates for the BWG 2026 Municipal Election for Candidates

Nomination Period	Friday, May 1, 2026 (8:30am) to Friday, August 21, 2026 (9:00 am to 2:00pm)
Third Party Registrations	Monday, May 1, 2026 (8:30am) to Friday, October 23, 2026 (4:30pm)
Campaign Period	From the filing of Nomination or Registration to Thursday, December 31, 2026 (candidate or third party advertiser can only begin campaigning upon filing their nomination or registration)
Nomination Day (deadline for nominations)	Friday, August 21, 2026 (9:00am - 2:00pm)
Deadline for Withdrawal of Nominations - Candidates (no additional nominations required)	Friday, August 21, 2026 (2:00pm)
Additional Nomination Period (if required)	Wednesday, August 26, 2026 (9:00am – 2:00pm)
Deadline for Withdrawal of Nominations (if additional nominations required)	Wednesday, August 26, 2026 (2:00pm)
Certification of Nomination Papers	Monday, August 24, 2026 (4:00pm)
Certification of Nomination Papers (If additional nominations required)	Thursday, August 27, 2026 (4:00pm)
Voters' List Available	Tuesday, September 1, 2026
Period to Remove a Deceased Person from Voters' List	Tuesday, September 1, 2026 to Monday, October 26, 2026 (8:00pm)
Period to Revise Own name or Information on Voters' List	Tuesday, September 1, 2026 to Monday, October 26, 2026 (8:00pm)
Interim List of Changes to the Voters' List Available	Thursday, October 1, 2026

Voting Period	Friday, October 16, 2026 (10:00am) to Monday, October 26, 2026 (8:00pm)
Deadline for Withdrawal of Registration – Third Party Advertisers	Friday, October 23, 2026
Voting Day	Monday, October 26, 2026 (polls close at 8:00pm)
Declaration of Official Results	ASAP after Voting Day
Term of Office Commences	Sunday, November 15, 2026
Inaugural Meeting	Tuesday, November 17, 2026
Deadline for Candidates and Third Party Advertisers to Apply to Extend Financial Filing Time	Thursday, March 25, 2027 (2:00pm)
Deadline for Candidates and Registered Third Party Advertisers to File Financial Statements	Tuesday, March 30, 2027 (2:00pm)
Deadline for an Elector to Apply for a Compliance Audit	Monday, June 28, 2027

Role of Council

In accordance with Section 224 of the [Municipal Act, 2001](#), the role of Council is to represent the public and to consider the well-being and interests of the municipality; develop and evaluate the policies and programs of the municipality; determine which services the municipality provides; ensure that administrative and controllership policies, practices and procedures are in place to implement the decisions of council; ensure the accountability and transparency of the operations of the municipality, including the activities of senior management; maintain the financial integrity of the municipality; and carry out the duties of council under the [Municipal Act, 2001](#) or any other Act.

Members of Council also fulfill a variety of responsibilities from a ward, constituent, municipal and corporate perspective. The Mayor and Members of Council are required to attend Council Meetings, which are currently held every first and third Tuesday of the month. Meetings of Council are held in the Zima Room at the BWG Library and Cultural Centre, located at 425 Holland Street West or through electronic means. All information pertaining to Council meetings can be found on the Town's website at <https://www.townofbwg.com/en/town-hall/agendas-minutes-and-schedules.aspx>

Each Member of Council will serve as a Council appointee to various Boards and Committees at the local and regional level. Examples of committees can be found below. The meeting dates and times of the Committees can also be found on the Town's website.

Responding to constituents' needs and participating in ward specific initiatives and projects is an ongoing role of each Council Member. Members of Council are also involved in corporate initiatives and receive a variety of invitations to community meetings and events. Members of Council are required to attend many social and Council-related functions during the evenings and on weekends. Candidates should be aware of the significant time commitments for a Member of Town Council.

Council Committees, Boards and Agencies

The BWG Council has several standing committees consisting of councillors only, or advisory committees made up of a mix of councillors and those appointed from the public. These committees carry out much of the work of Council and advise Council of their recommendations. Examples of Council agencies, committees and boards include:

- Accessibility Advisory Committee
- Committee of Adjustment
- Diversity, Equity, and Inclusion Advisory Committee
- Green Initiatives Committee
- Municipal Heritage Committee
- Strategic Initiatives Committee
- Youth Council Advisory Committee
- Holland Marsh Drainage System Joint Municipal Service Board
- Library Board
- Police Services Board (Mayor)
- Simcoe County Council (Mayor & Deputy Mayor)

Offices to be Elected

During the 2026 Municipal Election, eligible voters will elect a candidate to the following offices:

Mayor, one (1) is to be elected AT LARGE by all electors in BWG

Pursuant to Section 225 of the [Municipal Act, 2001](#), the Mayor is the head of council, and acts as the Chief Executive Officer of the municipality; presides over Council meetings; provides leadership to Council; represents the Town at official functions; and carries out the duties of the head of council under the [Municipal Act, 2001](#), or any other Act.

The Mayor provides leadership, vision and presence. The Mayor is the goodwill ambassador for the Town. The Mayor also attends many ceremonial functions such as flag raisings, presentations, ribbon cuttings, and other social functions.

The Mayor also has Strong Mayor powers and duties as legislated by the Province of Ontario. The legislation grants the Mayor enhanced executive powers, including proposing the budget, the ability to exercise veto authority and oversee some aspects of the municipal administration.

The Mayor is an ex-officio member of all Town committees established by Council. The Mayor is also required to serve as a member of Simcoe County Council and the Police Services Board. Candidates are encouraged to review the *County of Simcoe Information Sheet – Candidates for Mayor* for more information regarding the role of Simcoe County Council.

Deputy Mayor, one (1) to be elected AT LARGE by all electors in BWG

The Deputy Mayor assists the Mayor with administrative functions and ceremonial obligations for the Town and acts as the second ambassador for the Town, serving all constituents at large.

The Deputy Mayor is the Chair to the meetings of the Committee of the Whole. The Deputy Mayor may act for the Mayor, in their absence. The Deputy Mayor does not receive Strong Mayor powers in the Mayor's absence.

Councillors, seven (7) to be elected by WARD

Councillors have a representative, policy-making, and a stewardship role in the municipality, in addition to those responsibilities outlined in Section 224 of the *Municipal Act, 2001*. Councillors will be called on to consider and make decisions on issues that will be complex and controversial. These decisions will have long-term consequences for the municipality that extend beyond the term of office and should be made in the context of the municipality's directions for the long-term health and welfare of the community.

School Board Trustees, one (1) of for each board

- Simcoe County District School Board, English Public (Elected at Large); Geographic Area: Bradford West Gwillimbury
- Simcoe Muskoka Catholic District School Board, English Separate (Elected at Large); Geographic Area: Bradford West Gwillimbury and Innisfil

Nomination Forms for the following French language school board trustee positions must be filed at the City of Barrie, 70 Collier St, Barrie. Please contact the Clerk at the City of Barrie for more information <https://www.barrie.ca/government-news/2026-municipal-election>

- Conseil Scolaire Viamonde, French Public (Elected at Large); Geographic Area: Counties of Simcoe, Bruce, Dufferin and Grey
- Conseil Scolaire Catholique MonAvenir, French Separate (Elected at Large); Geographic Area: Simcoe-Muskoka

For more information regarding school board trustees please refer to the website:

<https://www.ontario.ca/page/school-board-trustee-elections>

Council Compensation

The position of the Mayor became a full-time position through Council approval of a Compensation Review recommendation on April 16, 2024. The position of Deputy Mayor or Councillor is not considered or expected to be a full-time position. Council annual remuneration, as of January 1, 2026, is as follows:

- **Mayor:** \$68,689.47 plus expenses
- **Deputy Mayor:** \$41,897.59 plus expenses
- **Councillor:** \$33,482.58 plus expenses

For school board trustee remuneration, please contact the appropriate school board for current information.

3 Qualification of Candidates

Member of Council

To qualify as a candidate for the office of mayor or councillor, a person must be, at the time of nomination:¹

- A Canadian citizen;
- At least 18 years of age;
- A resident of BWG, or an owner or tenant of land in BWG, or the spouse of the owner or tenant;
- Not legally prohibited from voting; and
- Not disqualified by any legislation from holding municipal office.

You are not eligible to be a candidate if you are:

- A BWG employee, unless an unpaid leave of absence is taken and the employee resigns if elected
- A judge of any court
- A member of the Provincial Legislature, the Federal House of Commons or Senate who has not resigned from their office by the close of nominations
- A candidate who failed to file the necessary financial statement or exceeded the prescribed spending limit in the last municipal election

A person may be disqualified from being a candidate if they:²

- Are no longer a Canadian citizen
- Are not a BWG resident, of the owner or tenant of land in BWG, or the spouse of such owner or tenant
- Would be prohibited by any legislation from voting in an election

¹ Qualifications for Members of Council are described in Sections 256 and 257 of the Municipal Act, 2001

² Disqualification of candidacy is described in Section 258 of the Municipal Act, 2001.

School Board Trustee

To qualify as a candidate for school board trustee, a person must be, at the time of nomination:³

- A Canadian citizen;
- At least 18 years of age;
- Meet any other qualifications to vote for the school board (for example, being a Roman Catholic, or holding French language rights);
- A resident in the area of jurisdiction of the school board;
- Eligible to vote for members of the school board;
- Not legally prohibited from voting; and
- Not disqualified by any legislation from holding office.

A person who is qualified to be elected as a member of a school board, can be elected as a member of that school board for any geographic area in the school board's jurisdiction.

You are not eligible to be a school board trustee candidate if you are:

- An employee of any school board or school authority
- A clerk or treasurer or deputy clerk or deputy treasurer of any municipality, within the area of jurisdiction of the school board
- A member of the Provincial Legislature, the Federal House of Commons or Senate
- A candidate who failed to file the necessary financial statement or exceeded the prescribed spending limit in the last municipal election

A person may be disqualified from being a school board trustee candidate if they:⁴

- Are no longer a Canadian citizen
- Are not a resident within the area of jurisdiction of the school board
- Are no longer eligible to vote for members of the school board
- Would be prohibited by any legislation from voting in an election

³ Qualifications for School Board Trustee are described in Section 219 of the Education Act, 1990.

⁴ Disqualification of candidacy is described in Section 219 of the Education Act, 1990.

4 Nomination Procedure

The Clerk will post a *Notice of Nomination for Office* prior to and during the nomination period, **May 1, 2026 to August 21, 2026**. All notices will be posted on the Town Information page online at BradfordToday.ca (<https://www.bradfordtoday.ca/towninfo>), on the election page of the Town's website and in the Administration Office located at 100 Dissette Street, Unit 7&8.

Nomination packages for all offices will be available to the public at the Administration Office or on the Town's website <https://www.townofbwg.com/election>.

Candidates must file their nomination by appointment in person from **May 1, 2026 to August 20, 2026** during regular office hours, and between **9:00 am and 2:00 pm on Friday, August 21, 2026** (Nomination Day). Appointments must be booked using our online booking system or by telephone at 905-775-5366 x8683 (VOTE).

Candidates must bring the following documentation to the nomination appointment, please note that no faxed or other electronically transmitted nomination papers will be accepted as original signatures are required:

Candidates for Municipal Council

- *Nomination Paper [PR Form 1] *signature witnessed by Clerk*
- *Endorsement of Nomination [PR Form 2]*
- *Declaration of Qualifications Form – Council [EL18(A)] *signature witnessed by Clerk*
- *Consent to Release Personal Information [Form EL102]*
- Proof of identity and residence as prescribed in O. Reg. 304/13
- Prescribed nomination filing fee, paid by cash, debit or credit card, certified cheque or money order payable to the Town of Bradford West Gwillimbury:
 - a. \$200.00 for the Office of Mayor
 - b. \$100.00 for all other positions

Candidates for School Board Trustee

- *Nomination Paper [PR Form 1] *signature witnessed by Clerk*
- *Declaration of Qualifications – School Trustee [EL18(B)]*
- *Consent to Release Personal Information [Form EL102]*
- Proof of identity and residence as prescribed in O. Reg. 304/13
- Prescribed nomination filing fee of \$100.00 paid by cash, debit or credit card, certified cheque or money order payable to the Town of Bradford West Gwillimbury.

Filing By Agent

If the candidate wishes to file by an agent, an *Authorization for Agent to File Nomination [Form EL104]* must be completed.

Withdrawal of Nomination

A candidate may withdraw their nomination by filing a written withdrawal at the Administration Office before **2:00 pm on Friday, August 21, 2026** (Nomination Day).

Certification or Rejection of Nominations

The Clerk will examine each nomination that has been filed by **4:00 pm on Monday, August 24, 2026**. If satisfied, the Clerk will certify the nomination form. If the Clerk rejects the nomination, notice will be provided to the candidate.

Acclamations

If after **4:00 pm on Monday, August 24, 2026**, the number of certified candidates for an office is the same as or fewer than the number to be elected, the Clerk will declare the candidate(s) elected by acclamation. There is no election for any offices that have been acclaimed.

Official List of Candidates

The final *List of Certified Candidates [Form EL07(B)]* will be posted at the Administration Office and on the town's election website on **Monday, August 24, 2026**.

5 Campaigning

Campaigning, including campaign advertising, is not permitted until after the candidate has filed a nomination with the Clerk. Campaigning ends on the day the nomination is withdrawn or rejected by the Clerk or on **December 31, 2026**.

Candidate campaign advertising means an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting or supporting the election of a candidate and are subject to regulations established by the Town's Election Signs By-law 2026-027. Examples include lawn signs, brochures, posters and print, radio and electronic advertisements. It is best practice that campaign advertisements do not contain any logo, crest, symbol, trademark, or insignia, in whole or in part, that is not owned by the Candidate or Registered Third Party. Candidates are encouraged to review the Election Signs By-law 2026-027.

Information contained in all campaign material is the responsibility of the candidate and any questions or concerns should be directed to the candidate.

Contingencies and Emergencies

The Clerk/RO may prepare procedures, protocols and messaging which ensures the health and safety of voters, elections officials, candidates and scrutineers in accordance with directions from relevant authorities or as deemed necessary by the Clerk/RO. Such procedures, protocols and messaging shall be complied with at all Voter Help Centres and during the conduct of the 2026 Municipal Election.

Prohibition of Campaigning at Voter Help Centres

Section 48 (1) and (2) of the [Municipal Elections Act, 1996](#), states that no person shall attempt to, directly or indirectly, influence how an elector votes and prohibits the display of election campaign material or literature in a voting place.

The Clerk has designated locations within the Town as Voter Help Centres at which electors may attend to place their vote via the internet. Campaigning of any nature in or on the premises used as Voter Help Centres during the Voting Period is not permitted. A complete list of locations established as Voter Help Centres is available in the *BWG 2026 Municipal Election Procedures*. Election Officials are instructed to immediately remove any

campaign related materials from Voter Help Centres. Candidates or scrutineers must not engage electors in conversations at Voter Help Centres.

Campaigning at Apartment Buildings, Condominiums, etc.

Landlords, condominium corporations or their agents are no longer able to prohibit residential lessees, condominium owners or tenants from displaying signs in relation to an election on the premises to which the lease applies or the condominium unit. However, when such a building is being used as a Mobile Voter Help Centre, campaigning during the voting hours is not permitted.

Use of Municipal Resources for Election Purposes

This policy provides the rules and procedures which prohibit the use of municipal resources during the election campaign period. As campaign contributions may take the form of money, goods or services, any use of municipal resources for election related purposes, by members of Council, candidates, registered third parties or Town staff is not permitted. Candidates should review the *Use of Municipal Resources for Election Purposes Policy* for more information.

6 Third Party Advertising

A framework under the [Municipal Elections Act, 1996](#) that came into effect as of April 1, 2018, allows for third party advertising.

Third party advertising is an advertisement in any medium that supports, promotes or opposes a candidate or a “yes” or “no” answer to a question on the ballot. Any individual who is a resident of Ontario, a corporation carrying on business in Ontario or a trade union that holds bargaining rights for employees in Ontario is eligible to register as a third party advertiser. Those eligible to register as a third party advertiser must file their registration with the Clerk in accordance with the *BWG 2026 Municipal Elections Procedures* and are required to file a financial statement.

Groups or businesses that are not corporations cannot register as third party advertisers. **Candidates cannot register as third party advertisers.** Third party advertising is a separate campaign from a candidate’s campaign and must be done independently from a candidate. **A candidate may not direct a third party advertiser.**

Activities that do not involve spending money, such as posting an opinion on social media are not considered to be third party advertising. Advertising about an issue rather than a candidate or a “yes” or “no” answer to a question on the ballot is not considered to be third party advertising.

For more information about third party advertising rules, please see the [MMAH 2026 Guide for Third Party Advertisers](#) or the [Municipal Elections Act, 1996](#).

7 Voting

Internet and telephone voting will commence on **October 16, 2026 at 10:00 am and continue through to October 26, 2026 at 8:00 pm.**

During the voting period, eligible electors will be able to access a designated internet address and cast their vote. Alternatively, eligible electors may call a designated telephone number to cast their vote by using a cellular or land line, touch-tone telephone. Voter Help Centres will provide access to a computer with internet access.

Please review the complete manual of *BWG 2026 Municipal Election Procedures* established by the Clerk for further details.

Scrutineers

A candidate may appoint scrutineers to represent them during the election process including attending at the Voter Help Centres. The appointment shall be made using the *Appointment of Scrutineer by Candidate [Form EL116(A)]*. When entering the Voter Help Centres, scrutineers must sign in and will be asked to provide identification and their signed *Appointment of Scrutineer by Candidate* form. The scrutineer will be issued an identification badge which must be returned to the Election Official upon signing out. All scrutineers must take an *Oral Oath of Secrecy [Form EL116(B)]*.

Only the candidate or their appointed scrutineer may be in attendance at a Voter Help Centre at one time.

Scrutineers are prohibited from:

- causing a disturbance in the Voter Help Centres;
- attempting, directly or indirectly, to interfere with how an elector votes, and prohibited from attempting to campaign or persuade an elector to vote for a particular candidate;
- displaying a candidate's election campaign material in a Voter Help Centre;
- compromising the secrecy of the voting;
- interfering or attempting to interfere with an elector who is marking a ballot;
- obtaining or attempting to obtain, in a Voter Help Centre, any information about how an elector intends to vote or has voted;
- communicating any information obtained at a Voter Help Centre about how an elector intends to vote or has voted;

- attempting to use a cell phone or electronic recording device within the Voter Help Centre; and
- attempting to interfere with an Election Official in the discharge of their duties.

Candidates or their scrutineers will also be provided an opportunity to participate during the logic and accuracy testing of the telephone and internet voting system, as well as at the opening and closing of the voting system. Only the candidate or their scrutineer may be permitted to attend during these times.

Candidates or scrutineers wishing to observe the closing of the voting system and the final results must be present at the Administrative Office prior to 8:00 pm to sign in. No one will be admitted after 8:00 pm. Those in attendance must not have any cell phone or communication device with them and must remain at the Administration Office until all the results have been received and posted.

8 Campaign Expenses

A candidate must file their nomination form before spending any money or receiving campaign contributions, and the amount a candidate spends on their campaign is regulated. Candidates are required to keep complete and accurate financial statements during the course of their campaigns. All contributions and expenses are to be accounted for and disclosed by the candidate on the relevant prescribed financial form(s).

At the time of filing, the Clerk will provide the candidate with the following information:

- *Estimate of Maximum Campaign Expenses [Form 37(A)]*
Provides the applicable maximum campaign expenses, as of the filing date, that a candidate is permitted to incur in the 2026 Municipal Election;
- *Estimate of Maximum Amount of Contributions to Candidate's Own Campaign [Form EL38(A)]*
Provides an estimate of the maximum campaign expenses that a candidate for an office on a Council and their spouse is permitted to contribute (not applicable to candidates for the office of school board trustee);
- *Estimate of Maximum Amount of Expenses for Parties [Form EL39(A)]*
Provides an estimate of the maximum campaign expenses for holding parties and making other expressions of appreciation after the close of voting.

On or before **October 1, 2026**, all candidates who filed nominations for an office on Town Council or position of school board trustee will receive a certificate of the above applicable maximum amounts. *[Forms EL37(B), 38(B) and 39(B)].*

Candidates are required to open a separate bank account for campaign expenses. All contributions – including contributions candidates make themselves – must be deposited into the campaign bank account. All expenses must be paid for from the campaign account (with the exception of the nomination fee).

Detailed information regarding campaign finances can be found in the [MMAH 2026 Candidates' Guide for Ontario municipal and school board elections](#) and the [Municipal Elections Act, 1996](#).

Filing Financial Statements

All candidates, including those not elected, those who withdrew their nomination and whose nomination was rejected by the Clerk, must disclose and report on their campaign expenses and contributions by **March 30, 2027 at 2:00 pm** by filing the *Financial Statement – Auditor’s Report Candidate [Form 4]*. Financial statements must be filed in person with the Clerk.

If expenses and/or contributions total more than \$10,000, candidates must have their financial statement audited and submit the auditor’s report to the Clerk along with their financial statement. Candidates’ financial statements that are filed with the Clerk are public documents which will be available for viewing by the public on the Town’s website.

Candidates who do not file a financial statement by the deadline forfeit any office to which they have been elected and are ineligible to run in the next election.

9 Forms for Municipal Candidates

For a list of forms and additional resources for candidates, please see the Town’s election website (<https://www.townofbwg.com/election>) or contact the Clerk at 905-775-5366 x8683 (VOTE). Town election staff will be happy to assist you in answering any questions you may have concerning the 2026 Municipal Election.

10 Contact Us

Town of Bradford West Gwillimbury

Administration Office
100 Dissette Street, Unit 7 & 8
Bradford, ON L3Z 2A7

General Election Questions	905-775-5366, ext. 8683 vote@townofbwg.com
Tara Reynolds Clerk/Returning Officer	905-775-5366, ext. 1104 treynolds@townofbwg.com
Valerie Vicary Deputy Clerk/Assistant Returning Officer	905-775-5366, ext. 1105 vvicary@townofbwg.com

11 Additional Contact Information

Simcoe County District School Board	Education Centre 1170 Highway 26 Midhurst, ON L9X 1N6 Telephone: (705) 728-7570 Fax: 705-728-2265 www.scdsb.on.ca
Simcoe Muskoka Catholic District School Board	Catholic Education Centre 46 Alliance Blvd Barrie, ON L4M 5K3 Telephone: (705) 722-3555 Fax: (705) 722-6534 www.smcdsb.on.ca
Conseil Scolaire Viamonde	116 Cornelius Parkway Toronto, ON M6L 2K5 Telephone: (416) 617-0844 Fax: (416) 397-2012 www.csviamonde.ca
Mon Avenir Conseil Scolaire Catholique	110 Drewry Avenue Toronto, ON M2M 1C8 Telephone: 416-397-6564 or 1-800-274-3764 Fax: 416-397-6576 https://www.cscmonavenir.ca